



Community Connections, Inc.

"Creating Community Interdependence"

Application for Employment (PLEASE PRINT PLAINLY)

The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, or national origin. Public Law 90-202 prohibits discrimination because of age. The laws of some states prohibit some or all of the above mentioned types of discrimination

Personal

Date: 09/09/10

Name: _____ Social Security _____
Last First Middle Initial

Present Address: _____
Address City State Zip

How many years have you lived at this address? _____ Telephone No. _____

Previous Address: _____ How long did you live there? _____
Address City State Zip

Position applied for: _____ Rate of Pay Expected \$ _____ per _____

How did you learn about this opening? _____

Do you want to work: Full Time: _____ Part Time: _____ Specify days and hours you are able to work _____

Have you worked for us before? _____ If yes, under what name? _____

Have you applied with this agency in the past 12 months? _____ If yes, when? _____

List any relatives working for us: _____

If hired, on what date would you be available to work?: _____

Have you ever been convicted of a crime? No _____ Yes _____ Are you presently charged with committing a crime? No _____ Yes _____

If yes, please describe in full _____

Convictions are not an absolute bar to employment. Consideration is given to the offense. A criminal background check will be done upon employment.

In the past 30 days, have you used any controlled substances that were not prescribed to you by a physician? _____

(CCI retains the option for drug testing)

Are there any experiences or skills that you feel would especially qualify you to work with Community Connections, Inc?

Licenses and Certificates

Professional/Specialty License Type	State and/or Agency Granting License	Number	Expiration Date

Driver's License Number _____ License Class(es) _____ State Issued By _____
Expiration Date _____

Educational Background

Type of School	Name and Address	How Many Years Attended	Graduated	Course or Major Degree
High School:				
College:				
Post Graduate:				
Business or Trade:				
Other:				

Employment History

List your employment history starting with the most recent job, including part-time, temporary, and volunteer jobs. If more than one position or classification has been held with a given organization, list each position or classification as a separate period of employment. Under "Specific Duties" describe clearly the tasks you performed and the nature of your supervisory, technical, or other responsibilities as they relate to the job for which you are applying. be complete and specific in detailing duties.

Employer:	Phone:		Dates of Employment
Street Address:			
City:	State:	Zip:	
Your Title			
Please list specific duties relevant to job for which applying			
Reason for Leaving			From: _____ To: _____ Hrs. Per Week _____ Supervisor Name: _____ Supervisor Title: _____ Salary \$ _____ _____ hour _____ week _____ month

Employer:	Phone:		Dates of Employment
Street Address:			
City:	State:	Zip:	
Your Title			
Please list specific duties relevant to job for which applying			
Reason for Leaving			From: _____ To: _____ Hrs. Per Week _____ Supervisor Name: _____ Supervisor Title: _____ Salary \$ _____ _____ hour _____ week _____ month

Employer:	Phone:		Dates of Employment		
Street Address:					
City:	State:	Zip:	To: _____	_____	_____
Your Title			Hrs. Per Week _____	_____	_____
Please list specific duties relevant to job for which applying			Supervisor Name: _____	_____	_____
Reason for Leaving			Supervisor Title: _____	_____	_____
			Salary \$ _____	_____	_____
			_____ hour _____ week _____ month	_____	_____

Employer:	Phone:		Dates of Employment		
Street Address:					
City:	State:	Zip:	To: _____	_____	_____
Your Title			Hrs. Per Week _____	_____	_____
Please list specific duties relevant to job for which applying			Supervisor Name: _____	_____	_____
Reason for Leaving			Supervisor Title: _____	_____	_____
			Salary \$ _____	_____	_____
			_____ hour _____ week _____ month	_____	_____

**Personal References
(EXCLUDING FORMER EMPLOYERS OR RELATIVES)**

Names/Aliases: _____ in order to check your references, we need to know any other names you have used

Name _____ Period of Use _____
 Name _____ Period of Use _____

Name and Occupation	Address	Phone Number

Person to be Notified in case of accident or emergency

Name: _____ Phone No.: _____
 Address: _____

To assist us in finding the proper position for you at Community Connections, Inc, use the space below to summarize any additional information that would describe your qualifications.

Thank you for completing this application and for your interest in employment with us. We would like to assure you that your opportunity for employment with Community Connections, Inc will be based only on your merit and no other consideration.

Please Read Carefully
Applicant's Certification and Agreement

I understand that any of the following will be sufficient for rejection of my application or termination of my employment: **1) False or deceptive information or omissions from the employment history in this application, 2) Unfavorable background or reference checks.** I hereby authorize and request each and every former employer, person, firm, corporation, and education institution to answer any and all questions that may be asked and hereby request and hold such persons harmless for giving any and all information within their knowledge or records. I have the write to make a written request within a reasonable period of time for complete and accurate disclosure of additional information concerning the nature and scope of this investigation. In addition, my signature on this application form will serve as authorization to release any and all information recorded on or attached to this application to any state or federal investigative agency.

I understand that if hired I will be working at the will of Community Connections, Inc., and may be terminated at any time, there being no employment contract between us. I also understand that I am not obligated to work for Community Connections, Inc, for any specific period of time.

Sign Here

09/09/10

Use Ink

signature

date